



CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D. C. 20505

OFFICE OF THE DIRECTOR

19 June 1968

Mr. Alan G. Negus, President
Association of Records Executives & Administrators
P. O. Box 4259, Grand Central Station
New York, New York 10017

Dear Mr. Negus:

STATINTL
The Central Intelligence Agency welcomes the opportunity to
nominate [redacted] of our Records Administration Staff
for the fourth annual Federal Paperwork Management Award.

STATINTL
[redacted] has devoted twenty-five years to the improvement
of Federal paperwork management. During the past fifteen years he
has served the Central Intelligence Agency with notable dedication,
drive, and enthusiasm. He has been largely responsible for estab-
lishing procedures which have made ours one of the best records
programs in the Federal Government. His contributions to the
Central Intelligence Agency and to the other agencies of the intelli-
gence community merit recognition.

I wish to commend the sponsors of these Awards for recognizing
leadership and professional excellence in records management.

Sincerely,

STATINTL

[redacted]

L. K. White
Executive Director

Enclosure

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